



BOARD OF COMMISSIONERS' MINUTES

Tuesday, July 31, 2018, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

I. CALL TO ORDER

The public meeting of the Centre County Board of Commissioners was called to order at 10:01AM on July 31, 2018 by Chair of the Board, Michael Pipe.

II. PLEDGE OF ALLEGIANCE

In attendance were Commissioner Michael Pipe, Chair; Commissioner Mark Higgins; Commissioner Steven Dershem; Administrator, Margaret Gray; Solicitor, Elizabeth Dupuis; Deputy Administrator, Natalie Corman and Executive Assistant, Natalie Bird.

Representatives from the news media included Carol Terracina.

County personnel present included David Lomison, Thomas Martin, Mike Bloom, Robert Jacobs, and Bill Browder.

Guests present included Candace Kent, Robert Hoffman, and Sean Saltzgaber.

CNET staff were present.

III. PUBLIC COMMENT

Candace Kent of Patton Township shared with the Board the growing concerns of plastic straws and changes companies such as Starbucks are implementing. These straws cannot be recycled and are non-biodegradable.

IV. MEETING MINUTES

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the minutes from the Tuesday, July 24, 2018 Board of Commissioners' meeting.

V. CHECK RUN

Commissioner Higgins reported the check of the week was to Downtown Bellefonte, Inc. in the amount of \$9,566.82 for the SpringBoard Business Incubator. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted unanimously to approve the check run in the amount of \$612,927.32 dated July 27, 2018.

VI. ADMINISTRATOR'S REPORT

- A. Margaret provided an update on the County's Capital Projects. Infrastructure and systems upgrades include the new camera system at the Correctional facility which should be completed this week, the construction of a four bay building at the Fire Safety Training Center to begin this summer, and new signage for the Courthouse Annex and Willowbank Building which should be installed by the year end. Renovations to the Probation Office have been completed and the County is currently accepting bids for the Court Administration Office. There are five deferred maintenance projects that are currently underway: Centre Crest Parking and Stormwater Improvements, 911 Rhoades Tower Painting, Sheriff's Office Roof Replacement is out to bid, HVAC unit for the Records Building was replaced, and work is being done to the Soldiers and Sailors Monument. The County is also working on an energy conservation program with McClure Company to improve energy savings.
- B. Bob Jacobs, Director of Planning provided an overview of the Guaranteed Energy Savings Act Project (GESAP). McClure Company has identified twelve projects through an energy audit: LED lighting upgrades, building envelope, Courthouse HVAC, Prison fluid cooler, Prison domestic hot water, Prison kitchen RTU, Willowbank boiler/HVAC, Sheriff's Office heating and control, Sheriff's Office roof and window replacement, Sheriff's Office interior repairs, and installation of a 1.5 MW solar system.

In April, McClure presented the County with a \$5.4 million contract to complete the projects. They estimated with a 3% escalator for energy services the County would see \$5.3 million in savings. With the County's recent acquisition of a new electric provider, current costs have already been reduced. With a 1% escalator for energy services the County would expect to see \$4.2 million in savings.

Once the solar project is removed from the contract, savings are estimated to be \$1.4 to \$1.6 million over a 20 year period. The solar project will be reevaluated at a later date, with the rate the County receives now, the solar rate will be a little more per KWh than we get now. Without solar, the contract would be \$4.8 million for 11 projects. Commissioner Higgins said that the County needs to figure out a way to get the solar done. Inflation rates may be low now, but costs are expected to go up.

Commissioner Pipe said he would like to see the solar project considered through a request for proposals. Planning will work to put that together. The Sheriff's Office roof replacement may also need to be pulled from the contract depending on the bids received through the current invitation to bid. By the end of August he feels he would have enough information to feel comfortable making a decision on the contract with McClure.

- C. Margaret Gray and Bob Jacobs announced that Bellefonte Borough has proposed re-zoning of property within the Borough. With Centre Crest moving to a new location in College Township within the next three to four years that building will become vacant. The Borough is proposing to down zone the area from R4 multi-family to R2 town residential, which eliminates the allowance for multi-family uses in the area. There are nine parcels totaling 10.5 acres within that area, the County owns about 6.75 acres and the Centre County Housing Authority has about 2 acres and 15 units. The down zoning will allow existing structures over 10,000 square feet can be utilized as office space, the only facility in that area is Centre Crest at 96,000 square feet. Commissioner Dershem expressed is concern of the Borough eliminating the County's ability to create senior housing or another housing opportunity. Bob stated that he believes the Borough has a concern of potential affordable housing.

Commissioner Pipe feels that it is a mistake for the Borough to make this decision so early. The County does not know when Centre Crest will be able to transition to their new location. Commissioner Dershem is disappointed that the Board was not approached by the Borough Council about possible uses for the facility. Bob recommended asking the comment period be extended from August 17 to allow for discussion. Betsy Dupuis added that the Borough may want to consider how the zoning amendment will affect other R2 properties in the area. The Borough needs to comply with the MPC, what have they done? Have they provided 30-day notice to owners and posted the properties? They do not want to down zone to create non-conformance. Bob noted that there are six areas that are zoned R4 and Centre Crest is already in non-conformance as a nursing home.

Margaret said the correspondence from the Borough stated they are planning to hold a public hearing on August 20 and will consider voting at that meeting.

Bellefonte is growing, Commissioner Pipe said we need somewhere for people to start their lives and we want people to stay here. The County should present an offer as to what it should be re-zoned as. Bob suggested leaving it R4 and add a provision for office space because that is not currently allowed in R4. He will coordinate with Margaret and Betsy to prepare a response.

VII. CONTRACTS

- A. Commissioners – Architect Bob Hoffman reviewed the contracts presented to the contractors for the construction of a four bay building at the Centre County Public Safety Training Center. Hoffman Leakey Architects developed a standard American Institute of Architects owner contractor agreements. All contracts have been signed by the contractors, Bob is waiting for submission of certificates of insurance and bonding. The next steps will include a pre-construction conference and obtaining a building permit. The County will also need to hire a soil engineer. Betsy asked if Hoffman Leakey Architects will recommend a soil engineer or if the County will need to find one. Bob said he would ascertain quotes from two or three professionals and

review options with Margaret. Betsy recommended the Board wait for staff review to approve the contracts.

- i. Contract with J. C. Orr and Son, Inc. for General Construction as a result of the IFB – Equipment Storage Building. The contract total is \$541,001 for the period of signing of the Notice to Proceed (August 14) to February 26, 2019 – Dept. 971.
- ii. Contract with Joseph C. Hazel, Inc. for Mechanical Plumbing Construction as a result of the IFB – Equipment Storage Building. The contract total is \$73,782 for the period of signing of the Notice to Proceed (August 14) to February 26, 2019 – Dept. 971.
- iii. Contract with Allied Mechanical & Electrical for Mechanical HVAC Construction as a result of the IFB – Equipment Storage Building. The contract total is \$41,800 for the period of signing of the Notice to Proceed (August 14) to February 26, 2019 – Dept. 971
- iv. Contract with Shamrock Electric & Security Systems, Inc. for Electrical Construction as a result of the IFB – Equipment Storage Building. The contract total is \$43,100 for the period of signing of the Notice to Proceed (August 14) to February 26, 2019 – Dept. 971.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to table items i-iv.

- B. MIS/RBA – Bill Browder presented a contract renewal with Comcast to provide internet services. The contract total is \$2,577.25 per month plus fees for a thirty-six month term, October 4, 2018 through October 3, 2021, a contract total of \$92,781 plus fees. The agreement included an amendment for an automatic renewal for one-month periods upon expiration of the service term. This contract is \$400 less per month than the previous agreement. Commissioner Dershem asked Bill to find out if there is a yearly out clause. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewal with Comcast to the August 14 Consent Agenda – Dept. 142.
- C. Planning – Mike Bloom presented a contract amendment to the agreement with Pashek + MTR, Ltd. for a no cost extension to complete the Bellefonte to Milesburg Trail Feasibility Study. The contract extension is for the period of June 30, 2018 through December 31, 2018. Pashek + MTR is planning to hold a public meeting sometime in the fall with a completion around Thanksgiving. Following a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract amendment to the August 14 Consent Agenda. – Dept. 151.

D. Human Services – Natalie Corman reviewed the following items:

i. Adult Services

1. Submission of a grant application to the Department of Housing and Urban Development (HUD) for the Rapid Re-Housing Program. The grant total is \$188,896 for the period of October 1, 2019 through September 30, 2020. This application is for the third year renewal for this project, the County is now finishing out the first year – Dept. 501.
2. Memorandum of Understanding between: Centre County, Housing Transitions, and Self Determination Housing Project – Regional Housing Coordinator to form the Local Referral Network for Centre County 811 – Dept. 501.
3. Memorandum of Understanding between: Centre County, SAM, Inc. - Northwestern Human Services, and Self Determination Housing Project – Regional Housing Coordinator to form the Local Referral Network for Centre County 811 – Dept. 501.

The Memorandums of Understanding are for the Local Referral Network for Section 811 Housing. There are eight units in Centre County with 19 people on the waitlist.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the grant application submission and memorandums of understanding to the August 14 Consent Agenda.

ii. Aging

1. Contract renewal with MidPenn Legal Services to provide legal assistance, which consists of advice, education, counseling and client representations to persons age 60 and older with social and economic need, as determined by the Office of Aging. The contract total is \$7,565 for the period of July 1, 2018 through June 30, 2019 – Dept. 521.
2. Contract Renewal with Sunny Days Adult Living Center to provide alternative choice of care at a rate of \$40 per day and \$20 per half day for the period of July 1, 2018 through June 30, 2021. Estimated total is \$8,000 per year – Dept. 521.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the contract renewals with MidPenn Legal Services and Sunny Days Adult Living Center to the August 14 Consent Agenda.

iii. MH/ID/EI – D&A

1. Addendum No. 1 with Kimberly Rimmey to allow for funds for the provision of additional Community Mental Health Services for children in the amount of \$790 increasing the contract maximum from \$27,500 to \$28,290. The contract is funded as follows: State \$26,986 and County Match \$1,304 for the period July 1, 2017 to June 30, 2018 – Dept. 561.
2. Contract renewal with J. S. Transport to provide emergency transportation services. The contract total is \$25,000, which is funded as follows: State \$23,848 and County \$1,152 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
3. Contract renewal with Colleen Heim to provide services that include drug and alcohol consultation, training, and presentations. The contract total is \$2,500, which is funded as follows: State \$2,385 and County \$115 for the period of July 1, 2018 through June 30, 2019 – Dept. 562.
4. Contract renewal with the Centre County Youth Service Bureau to provide mental health services that include housing support (de-clutter), family support (children/adolescent respite), and mental health community services (SAP, CASSP, and family group decision making). The contract total is \$77,386, which is funded as follows: State \$73,819 and County \$3,567 for the period of July 1, 2018 to June 30, 2019 – Dept. 561.

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add items 1-4 to the August 14 Consent Agenda.

- iv. Transportation – Dave Lomison reviewed the Medical Assistance Transportation Program (MATP) fourth quarter report for fiscal year 2017-2018. Through MATP, the County provides almost 23,000 trips annually. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to add the MATP report to the August 14 Consent Agenda – Dept. 531.

VIII. CONSENT AGENDA

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve Consent Agenda items A-C.

A. Prison

- i. Contract addendum for the extension of the Comprehensive Health Service Agreement with PrimeCare Medical to include the cost of living increase. The

contract total is \$858,125.65 annually for the period of January 1, 2018 through December 31, 2018 – Dept. 333.

- ii. Intergovernmental agreement with the Pennsylvania Department of Corrections to assist with assessment of the Correctional Emergency Response Team (CERT) and chemical munitions to be current with technology and correctional practices. There is no cost for this service. – Dept. 333.

- B. Sheriff – Contract renewal with Dr. Botti to participate in the Naloxone program. Dr. Botti will provide oversight in obtaining, carrying, and administering Naloxone in the event of an opioid overdose. The contract total is \$500.00 for the period of August 1, 2018 through July 31, 2019 – Dept. 211.

- C. Human Services

- i. Transportation – Acquisition of a 2013 Ford Explorer for the Sheriff's Department fleet to replace one of their vehicles that has met its useful life. The vehicle is fully equipped with a police package including a prisoner transport cage. The vehicle will be provided as a Penn State In-Kind Service in the total all-inclusive amount of \$11,000 – Dept. 532.

- ii. MH/ID/EI – D&A

- 1. Contract renewal with The ARC of Centre County to provide intellectual disability services that include community residential, supported employment, home and community, and companion services. The contract total is \$157,663 which is funded as follows: State \$150,395 and County \$7,268 for the period of July 1, 2018 through June 30, 2019 – Dept. 561
- 2. Contract renewal with Delafield, McGee, and Jones P.C. to provide services that include legal consultation, attendance at mental health and intellectual disability commitment hearings, as needed, and review of commitment hearing appeals. The contract total is estimated at \$5,000 which is funded as follows: State \$4,770 and County \$230 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.
- 3. Contract renewal with Cen-Clear Child Services, Inc. to provide outpatient mental health services that include psychiatric evaluation/medication clinic, tele-psychiatry, peer support, and family based mental health services. The contract total is \$38,500, which is funded as follows: State \$36,725 and County \$1,775 for the period of July 1, 2018 through June 30, 2019 – Dept. 561.

IX. ABC Appointment/Re-Appointments/Term Expirations

The citizens listed in the table below have offered their time and energy to serve on the indicated authorities, boards or committees.

ABC	Name	Action	Term
MH/ID/EI Advisory Board	Jacqueline Gardner	Resignation	9/1/2015 – 8/31/2018
Central Pennsylvania Community Action Board	Dorothy Blair	Resignation	1/1/2016 – 7/13/2018
Hospital Authority	Judy Loy	Re-Appointment	8/1/2018 – 12/31/2019
Hospital Authority	Dr. Stanley Mayers	Re-Appointment	8/1/18 – 12/31/2022

On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to approve the ABC resignations and re-appointments.

X. ORDINANCE

Due to another meeting obligation, Commissioner Pipe asked if the Board would be comfortable with tabling Ordinance 3 of 2018. On a motion by Commissioner Higgins, seconded by Commissioner Dershem, the Board voted to table Ordinance 3 of 2018.

Ordinance 3 of 2018 - A proposed ordinance authorizing and directing issuance of General Obligation Debt, as permitted by and pursuant to the Local Government Unit Debt Act, 53 PA.C.S. §8001 ET SEQ., as amended, comprised of General Obligation Note, Series of 2018 in the maximum aggregate principal amount of \$7,500,000 - Dept. 113.

XI. DISCUSSION ITEMS

XII. RECOGNITION

XIII. C-NET REQUESTS

XIV. REPORTS - ANNOUNCEMENTS

A. Voter Registration Report

There was no voter registration report this week due to the Shur system being down.

B. Announcements

- i. The Centre County Board of Commissioners' Meeting scheduled for Tuesday, August 7, 2018 has been cancelled due to the Board attending the CCAP Conference in Gettysburg.

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- ii. The Centre County District Attorney's Office and Centre County HOPE Initiative will host a town hall meeting to discuss the opioid epidemic. It will be held on Tuesday, July 31 at 6:30 PM at the American Philatelic Society, Bellefonte.

XV. EXECUTIVE SESSION REPORT

Margaret reported that the Board met in executive session on July 26 from 11:15 AM to 12:20 PM and will meet in executive session later today to discuss a personnel matter.

XVI. PUBLIC MEETING SCHEDULE

Tuesday, July 31, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, August 2, 2018

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

Retirement Board – 11:00 AM – Room 146WB

Tuesday, August 7, 2018

BOC Meeting – CANCELLED

Thursday, August 9, 2018

Prison Board of Inspectors – 8:00 AM - CCCF

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

Tuesday, August 14, 2018

BOC Meeting – 10:00 AM - Room 146WB

Thursday, August 16, 2018

BOC/Salary Board Meeting – 10:00 AM - Room 146WB – AS NEEDED

XVII. BID / PROPOSAL SCHEDULE

Friday, August 10, 2018

Bids Due: IFB – Courthouse Administration Office Suite Renovation

Wednesday, August 1, 2018

Mandatory Pre-Bid Meeting: IFB – Sheriff's Office Roof Replacement

Tuesday, August 14, 2018

Bid Opening: IFB – Courthouse Administration Office Suite Renovation

Friday, August 17, 2018

Bids Due: IFB – Sheriff's Office Roof Replacement

Tuesday, August 21, 2018

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Bid Opening: IFB – Sheriff's Office Roof Replacement

Friday, August 24, 2018

Responses Due: RFQ – Professional Auditing Services

Tuesday, August 28, 2018

Responses Opening: RFQ – Professional Auditing Services

XVIII. ELECTION ANNOUNCEMENTS

Wednesday, August 1, 2018

Last day to circulate and file nomination papers.

Wednesday, August 8, 2018

Last day for withdrawal by candidates nominated by nomination papers.

XIX. QUESTIONS FROM THE PRESS

XX. ADJOURNMENT

- XXI. On a motion by Commissioner Higgins, seconded by Commissioner Pipe, the Board voted to adjourn the meeting at 11:13 AM.

ATTEST:

Margaret N. Gray
Administrator